MEETING MINUTES OF THE BOARD OF TRUSTEES OF THE POPLAR CREEK PUBLIC LIBRARY DISTRICT
Thursday April 16, 2026
7:00 p.m.
Mercedes A. McGowan Board Room

1. Call to order – President Kennedy called the meeting to order at 7:00 pm
2. Roll Call – Trustee Arendt, Trustee Bailey, Trustee Harry, Trustee Hulke, Trustee Liapes, Trustee Khan and President Kennedy
   Also, present – Executive Director Jose Maldonado, Deputy Director Sue Haisan, Deputy Director Kandice Krettler
3. Pledge of Allegiance
4. President's Report – Reminder to complete annual Statement of Economic Interest
5. Public Forum – none
6. Trustee Khan moved and Trustee Arendt seconded a motion to request the Board to accept the agenda as presented
7. Secretary's Report – None
8. Treasurer's Report – Trustee Khan read a summary report
   - Cook County tax revenue received = $819,436
   - Interest earned = $16,501
   - Replacement taxes= $2,726
   - Total expenses = $ 578,961
9. Teen Advisory Report – None
10. Executive Director's Report – Jose Maldonado reported to the Board Highlighting:
    - Internal: transitioned Teen Coordinator to Reference Librarian, promoted Access Service Clerk to Access Services Supervisor and hired a part-time maintenance services specialist
    - Program and event planning remained a focus committee meetings were held to discuss upcoming events including: Pokémon Palooza in May, summer programs and the Village Summer Celebration
    - Budget planning for FY27 is underway, Finance Committee meetings were held
    - Deputy Directors participated in training opportunities, met with outside vendors and conducted one-on-one meetings with Managers and Coordinators to support, communication and professional development.
    - Technology IT department prepared documentation for E-Rate and security grants to upgrade the library's network infrastructure and security access control system.
    - Reference Services department hosted a range of programs including: Mobile DMV, Trivia Night, Noche de Loteria, painting workshops and technology instruction sessions.
    - Popular Materials department hosted several programs including Zumba classes, book clubs, Pins & Needles, cooking classes and the Spring Market
    - Children's Services programming and outreach emphasized literacy engagement, school partnerships, and family-focused experiences.
    - An update on the status of a federal HUD grant was discussed with the Board of Trustees

11. Trustee Bailey moved and Trustee Harry seconded a motion to request the Board accept the consent agenda as presented
    a. Minutes of the Regular Board Meeting March 19, 2026
    b. Monthly expenditures for March $578,961.35
    c. Acceptance of the Executive Director's Report
       Voice vote motion passed

12. a. Trustee Arendt moved and Trustee Khan seconded a motion to approve a 3year agreement for cleaning services from Complete Cleaning.
13. New Business – Board Training was presented by Alex Todd of Deiters and Todd Library Consultants.

14. Topics for May meeting present FY27 Budget
15. Trustee Hulke moved and Trustee Liapes seconded a motion to adjourn to the next regular meeting on May 21, 2026
    Voice vote motion passed
    Meeting adjourned at 8:20 p.m.